



REQUESTS FOR LETTERS OF CLEARANCE

A Letter of Clearance (“LOC”) is issued for the purpose of terminating a resident license and applying for a new resident license in another state.

- The LOC may be handwritten or typed.
- It must be dated.
- It must include the state where the producer is applying for residency.
- It must be signed. The Division will accept an email request with an attached .PDF document containing the signature of the producer who is requesting the LOC.

The LOC process takes approximately ten business days.

Requests can be mailed to:

Pearson Vue
3131 S. Vaughn Way, Suite 205
Aurora, CO 80014

OR

Emailed to Pearsonvue@pearson.com with an attached .PDF containing the signature of the producer who is requesting the LOC.